



To: Directors of Schools
From: Maryanne Durski and Erin O'Hara
Date: August 12, 2014
Subject: 2014-15 Extended Contract Program

MEMO

We are pleased to announce the availability of extended contract program funds for the 2014-15 school year. Click [here](#) to access the 2014-15 local education agency (LEA) extended contract program allocations.

The 2014-15 extended contract program has been revised to reflect several key legislative and procedural changes that afford LEAs greater latitude in staffing and conducting extended contract activities. The revisions include streamlined program guidance and a simplified approval process.

Legislative Changes: Career Ladder Statutes Repealed

The extended contract program has long been associated with the career ladder program; however, with recent legislative changes, the two programs now exist independently. Because no new teachers are eligible for the career ladder program, in 2013 the Tennessee General Assembly passed legislation repealing state statutes pertinent to the career ladder program.

Significantly, state law no longer requires LEAs to ensure career level II and III educators receive priority of opportunity regarding extended contract positions. We wish to stress that career level II and III educators are still eligible for extended contract positions; state law simply no longer mandates that they receive preference. However, the career ladder statute repeals do not preclude LEAs from establishing or retaining local board policies relevant to priority of opportunity for career level II and III educators.

It should be noted that, via career ladder funds, which are separate from extended contract funds, active career level educators serving in an eligible position will still receive the annual career ladder supplement (e.g., career level I educator - \$1,000).

2014-15 Extended Contract Program Guidance

We have updated the extended contract program guidance to reflect the aforementioned legislative changes. The streamlined program guidance, which can be accessed [here](#), is now presented in a statement of assurances. Each LEA must indicate its commitment to the assurance in order to receive extend contract program funds.

2014-15 Extended Contract Program Approval Process

For the 2014-15 extended contract program year, which will span Sept. 1, 2014 - Aug. 31, 2015, LEAs are not required to submit a proposal/plan to the department. Only the submission of the signed statement of assurances by the director of schools is required.

The statement of assurances must be submitted via the ePlan 2015 LEA Document Library. **The submission window will open on Sept. 1, 2014, and close on Oct. 1, 2014.** An LEA may implement 2014-15 extended contract activities only after the submission of a signed statement of assurances. Instructions for uploading the statement of assurances to ePlan can be accessed [here](#).

Upon receipt of the statement of assurances, the department's fiscal division will be authorized to release an extended contract program disbursement to the LEA in November 2014 and May 2015. Each disbursement will represent half of the LEA's total 2014-15 extended contract program allocation.

Feel free to contact us should you have questions. For questions regarding allocations, contact Maryanne.Durski@tn.gov. Direct questions relevant to the extended contract guidelines to Laquisha.Oliver@tn.gov.